Watertown Commission on Aging

Regular Meeting Agenda

DATE: Thursday, March 21, 2024
TIME: 6:30 PM
LOCATION: Watertown Town Hall, lower-level conference room
61 Echo Lake Road, Watertown, CT

This meeting will be an In-Person meeting and will also be available via Zoom in Listen Only Mode. A Link will be posted on the day of the meeting.
Please see www.watertownct.org under the Calendar of Meeting.

I. Call Meeting to Order

II. Roll Call

III. Correspondence

IV. Public Participation

V. Approval of Minutes
   A. February 15, 2024, Regular Meeting

VI. Reports
   A. Chairman
   B. Parks & Recreation Director
   C. Senior Services Coordinator/Municipal Agent

VII. Old Business
    A. Senior/Community Center Update

VIII. New Business

IX. Adjournment

Commissioners, please contact the Watertown Parks & Recreation Department Monday through Friday by 4:30 PM at 860-945-5246 if you are unable to attend. Thank you.
MEMORANDUM

To: Department Heads/Division Heads

From: Mark A. Raimo, Town Manager

Date: February 21, 2024

Re: New and revised provisions of the Code of Ordinances
   Ordinance 02-05-24-311 – Revision to Real Property Tax Relief for
   Certain Elderly Homeowners’

Enclosed please find an ordinance amending the Code of Ordinances passed by the Town Council. Please share the ordinance with your department and/or commissions as appropriate.

If you have any questions, please give me a call.

:lmnc
TOWN OF WATERTOWN
WATERTOWN, CT

ORDINANCE NO.02-05-24-311

REVISION TO
REAL PROPERTY TAX RELIEF FOR CERTAIN
ELDERLY HOMEOWNERS' ORDINANCE

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WATERTOWN THAT
THE CODE OF ORDINANCES CHAPTER 28-TAXATION ARE HEREBY REVISED AND
AMENDED AS FOLLOWS:

Sec. 28-121. Established.

A program for real property tax relief for certain elderly homeowners is hereby established
pursuant to G.S. § 12-129n and § 12-170aa.
(Ord. No. 01-02-2007-275, § 1, 1-2-2007)

Sec. 28-122. Purpose.

The Town of Watertown hereby enacts, for the assessment year commencing October 1, 2023, and
each assessment year thereafter a real property tax relief program for certain elderly homeowners
pursuant to G.S. § 12-129n and § 12-170aa for eligible residents of the Town of Watertown, on the terms
and conditions provided herein. This article is enacted for the purpose of assisting elderly homeowners
with a portion of the costs of property taxation.
(Ord. No. 01-02-2007-275, § 2, 1-2-2007)

Sec. 28-123. Eligibility.

Any resident of the Town of Watertown who qualifies under the following requirements is
eligible for property tax relief with respect to real property owned and occupied by such person as his or
her legal domicile and principal, permanent residence.

(1) Such resident at the close of the preceding calendar year has attained age 65 or over, or
his or her spouse who is living with such resident is 65 years of age or over; or such resident is 60
years of age or over at the close of the preceding calendar year and is the surviving spouse of a
taxpayer who was qualified in the Town of Watertown under this program at the time of his or
her death with respect to real property on which any such resident or spouse is liable for real
property taxes under the provisions of G.S. § 12-48.

(2) Such resident shall have been a taxpayer of the Town of Watertown and have paid taxes
for a period of at least the six months immediately preceding his or her application for tax relief.

(3) Such qualified resident may receive both tax relief hereunder and any veteran's tax relief
that the taxpayer and his or her spouse may qualify for under the Town of Watertown Veteran's
Tax Relief Ordinance.
The following income range and limits of tax relief shall apply for the assessment year commencing October 1, 2023:

<table>
<thead>
<tr>
<th>UNMARRIED</th>
<th>Percent</th>
<th>Maximum Tax Credit</th>
<th>Minimum Tax Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0-22,000</td>
<td>40%</td>
<td>$1,000</td>
<td>$350</td>
</tr>
<tr>
<td>$22,001-29,500</td>
<td>30%</td>
<td>$750</td>
<td>$250</td>
</tr>
<tr>
<td>$29,501-36,700</td>
<td>20%</td>
<td>$500</td>
<td>$150</td>
</tr>
<tr>
<td>$36,701-43,800</td>
<td>10%</td>
<td>$250</td>
<td>$150</td>
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</tbody>
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<table>
<thead>
<tr>
<th>MARRIED</th>
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<tbody>
<tr>
<td>$0-22,000</td>
<td>50%</td>
<td>$1,250</td>
<td>$400</td>
</tr>
<tr>
<td>$22,001-29,500</td>
<td>40%</td>
<td>$1,000</td>
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<tr>
<td>$29,501-36,700</td>
<td>30%</td>
<td>$750</td>
<td>$250</td>
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<tr>
<td>$36,701-43,800</td>
<td>20%</td>
<td>$500</td>
<td>$150</td>
</tr>
<tr>
<td>$43,801-53,400</td>
<td>10%</td>
<td>$250</td>
<td>$150</td>
</tr>
</tbody>
</table>

A resident taxpayer must qualify under the within income range as of December 31 of the prior year. The amounts of qualifying income and the credit amounts as provided herein may be adjusted annually by vote of the Town Council based upon qualifying income criteria prepared by the State of Connecticut Secretary of the Office of Policy and Management as distributed to the Town of Watertown Assessor not later than the 31st day of December of each year pursuant to G.S. § 12-170aa(b)(2). The maximum tax relief limit shall not exceed a 75 percent reduction of the total property tax.

The assessor shall provide pro-rata tax relief for any assessment year in which property is transferred pursuant to G.S. § 12-170aa(i).

(Ord. No. 01-02-2007-275, § 3, 1-2-2007; Ord. No. 05-16-16-294, 5-16-2016)

Sec. 28-124. Filing of application.

(a) In order for an eligible resident to receive tax relief hereunder an application must be filed with the office of the tax assessor not earlier than February 1 and not later than May 15 of each year for the next fiscal year. This application for such tax relief shall be accompanied by a copy of the applicant's most recent Federal Income Tax Return for the previous calendar year and written documentation of all other income.

(b) The tax assessor shall require all necessary documents to determine eligibility and may request additional or other income documentation and verification. The withholding of such information, if reasonably available, shall be sufficient reason for the denial of tax relief.

(c) The tax assessor shall establish such application forms and procedures as may be necessary to implement this tax relief program. The tax assessor, or his or her agent, shall determine what evidence of qualifying income is pertinent for the determination of
eligibility under this article, and shall be responsible for requesting and reviewing the same.

(d) All applications, including Federal Income Tax Returns filed under this program, as well as any and all additional evidence of qualifying income required by the tax assessor, shall be kept in strict confidence and shall not be open to public inspection in accordance with state freedom of information guidelines.

(e) Each approved application shall be valid for two years and a new application process shall be required on a biennial basis in the same manner as the initial application.

(f) All decisions by the tax assessor concerning eligibility and limits of tax relief shall be final.
(Ord. No. 01-02-2007-275, § 4, 1-2-2007)

Sec. 28-125. Limits of Tax Relief – This section is hereby repealed.

This ordinance shall take effect twenty-one days after publication pursuant to Charter Section 307.

Dated at Watertown, Connecticut this 5th day of February, 2024.

[Signature]
Mary Ann Rosa, Chairman
Watertown Town Council

Introduced: January 23, 2024
Public Hearing: February 5, 2024
Approved: February 5, 2024
Published: February 15, 2024 Town Times
Effective: March 7, 2024
WATERTOWN COMMISSION ON AGING
REGULAR MEETING
MINUTES

WATERTOWN TOWN HALL
LOWER-LEVEL CONFERENCE ROOM
61 ECHO LAKE ROAD, WATERTOWN, CT
THURSDAY, FEBRUARY 15, 2024 - 6:30 P.M.

I. Call Meeting to order
Chair Melanie Flaherty called the meeting to order at 6:35 p.m.

II. Roll Call

PRESENT: Melanie Flaherty, Chair
         Heather Chace
         Debra Desena
         Karen Hosking
         Alan Mickel
         Carol Stepanek
         Vacancy

ABSENT: Sally Kuslis
        Krista Palomba

OTHERS PRESENT: Michael Ganem, Director of Parks, Recreation, Senior and Social Services

Michael Ganem introduced himself to the commission and thanked the commission for their service.
III. Correspondence
   A. Resignation letter from Loretta Lambert.

IV. Public Participation -- none.

V. Approval of Minutes:
   A. November 16, 2023 – Regular Meeting

   *Motion: Al Mickel seconded by Carol Stepanek to approve the Regular Meeting of November 16, 2023.*

   Motion approved

   B. December 21, 2023 – Cancellation Notice
   C. January 18, 2024 – Cancellation Notice

VI. Reports:
   A. Chairman – none.

   B. Parks & Recreation Director
      Michael Ganem reported:
      - Outlined goals and initiatives

      Al Mickel suggested that he would like and believes that the Town Hall will also benefit by the posting of staff pictures so that “names can be matched to faces”.

   C. Senior Center Coordinator/Municipal Services
      Melanie Flaherty read the report into the record.

   *Motion: Al Mickel seconded by Debra Desena to add to agenda under item Old Business B. Additional reports derived from participation at the Senior Center and C. Updated “Senior Bus Policy”*

   Motion approved

   *Motion: Al Mickel seconded by Carol Stepanek to add under New Business A Job Description of Municipal Agent.*

   Motion Approved.
VII. Old Business

a. Senior/Community/Center Update
b. Additional Reports derived from Senior Center – this will be added to the agenda for the next meeting under Old Business.
c. Updated Senior Bus Policy – this will be added to the agenda for the next meeting under Old Business. Mr. Mickel also asked if the grant has been applied for with a new bus.

VIII. New Business

a. Job description of Municipal Agent – Melanie reminded the commission that the municipal agent is by state statute and that the statute is a “de facto” job description

Heather Chace would like to learn more about the meal’s programs.

Discussion about a social worker, a letter was previously drafted with the intent that it be sent to the Town Council.

IX. Adjournment.

Motion: Al Mickel seconded by Heather Chace to adjourn the Regular Meeting at 7:10 p.m.

Motion approved

Respectfully submitted,

Melanie Flaherty, Chair
Watertown Commission on Aging

Approved: ____________________________
Susan King, Clerk